

MINUTES

Orange County Arts & Cultural Affairs Funding & Standards Committee

November 1, 2018

Orange County Administration Center,
201 S. Rosalind Ave., Orlando, FL 32801



Present: Cecelia Bonifay, Chair; Dr. Rick Schell; Sara Segal

Absent: Karen Climer, Hal Kantor

Staff: Terry Olson; Trudy Wild, United Arts of Central Florida

Guests: Becky Roper, Arts & Cultural Affairs Advisory Council; Ena Heller, Dana Thomas, Margery Pabst Steinmetz, Patricia Lancaster, Bob Miller, Cornell Fine Arts Museum.

Funding & Standards Committee Chair Cecelia Bonifay called the meeting to order at 8:47 a.m. She asked for introductions and public comments. There were no public comments at this time.

Old Business

A motion was made by Sara Segal, seconded by Cecelia Bonifay, to add the following verbiage to slightly expand the eligibility requirements of the FY20 Cultural Tourism Funding guidelines: Cultural nonprofit 501(c)3 corporations: "or, an American Alliance of Museums (AAM)-accredited museum that meets all other requirements the same as a 501(c)3." After some discussion, the motion passed unanimously.

New Business

Various issues were discussed for possible changes to the Cultural Tourism Funding guidelines and application for the next cycle in 2019-20. Some were minor clarifications or additions and dates that were accepted and will be discussed in the workshop and made available on the website for program updates & overview. The following specific motions were all approved unanimously:

- Motion by Rick Schell, second by Sara Segal to raise the cap on the three funding levels by 15% each to the amounts of \$46,000; \$86,000; \$172,000.
- Motion by Rick Schell, second by Sara Segal to limit requests to 35% of operating budget.
- Additional changes that were simply clarifications or changes of date will be made by staff.
- Staff will convene a meeting of marketing professionals to review the marketing questions and matrix.
- Staff will send a letter to all applicants to give advance notice of the following changes and reinforcements for the next Cultural Tourism grant cycle, letting them know that:
 - A) Caps have been increased on all request levels of the application
 - B) New cap on request amount, at a maximum of 35% of operating budget revenue
 - C) All deadlines will be firm as listed in the guidelines, including:
 - application deadline and all contents required by deadline,

- proper level of financial statements and reporting that must be provided with the application based on/and for the applicant's most recently completed fiscal year, within six (6) months of the organization's fiscal year end,
- all match backup documentation, all prior grant reporting requirements to maintain current status, etc.
- **Failure to provide all requirements by the deadline will result in non-eligibility for that funding cycle.**

Meeting adjourned at 11:00 a.m.